

B50 - LEAVE BENEFIT TRANSACTION ENTRY

TRANSACTION NAME	+/-	TRAN CODE	Complete fields as indicated: (X = required)			
			AMOUNT	SSN	LB	TIMEBANK
Use ¹	-	01	X	--	--	--
Use - A/R	-	AR	X	--	--	--
Use - Continuous Hours Worked	-	CH	X	--	--	--
Use - Extended Bereavement Leave	-	BL	X	--	--	--
Use - Family	-	02	X	--	--	--
Use - Family Sick (CY)	-	72	X	--	--	--
Use - Family Activity	-	FA	X	--	--	--
Use - Family Crisis	-	FC	X	--	--	--
Use - FMLA	-	FM	X	--	--	--
Use - CFRA	-	CF	X	--	--	--
Use - Fiscal Year	-	FY	X	--	--	--
Use - In Lieu of Sick Leave	-	04	X	--	--	--
Use - In Lieu of Excess Hours	-	IE	X	--	--	--
Use - In Lieu of Family Sick Leave	-	71	X	--	--	--
Use - Family School Partnership	-	70	X	--	--	--
Earn	+	05	X	--	--	--
Earn - Straight Rate	+	06	X	--	--	--
Earn - Premium Rate	+	07	X	--	--	--
Earn - FLSA Premium CTO	+	08	X	--	--	--
Earn - In Lieu of PH	+	09	X	--	--	--
Earn - Holiday on Saturday	+	12	X	--	--	--
Earn - Holiday on RDO	+	RD	X	--	--	--
Earn - State Holiday	+	SH	X	--	--	--
Earn - Work on Holiday	+	WK	X	--	--	--
Accrual ²	+	10	--	--	--	--
Bonus ²	+	28	--	--	--	--
Begin Balance - Accrued & Earned Benefits	+	24	X	--	--	--
Begin Balance - Regular CTO	+	25	X	--	--	--
Begin Balance - FLSA Premium CTO	+	26	X	--	--	--
Begin Total - Usage Only Benefits	+	27	X	--	--	--
Buy Back	-	34	X	--	--	--
Cancel	-	35	X	--	--	--
Cash Out	-	36	X	--	--	--
Lump Sum	-	37	--	--	--	--
Buy Back - Savings Plus	-	38	X	--	--	--
Transfer To SSN (Key for EE who is giving time)	-	44	X	X ³	X ³	--
Transfer From SSN (Key for EE who is receiving time)	+	45	X	X ⁴	X ⁴	--
Transfer To LB (Key for benefit giving time)	-	46	X	--	X	--
Transfer From LB (Key for benefit receiving time)	+	47	X	--	X	--
Transfer to Union Release Time Bank	-	48	X	--	--	X(CBID)
Disability Waiting Period	-	DW	X	--	--	--
Use - Pending IDL	-	PI	X	--	--	--
Use - Pending Temp Disability	-	PT	X	--	--	--
Use - Pending LC4800	-	PL	X	--	--	--
Restore Hours - IDL	+	RI	X	--	--	--
Restore Hours - LC4800	+	RL	X	--	--	--
Restore Hours - NDI/SDI Restore	+	RN	X	--	--	--
Hours - Temp Disability	+	RT	X	--	--	--
Supplementation - IDL	-	SI	X	--	--	--
Supplementation - NDI/SDI	-	SN	X	--	--	--
Supplementation - Temp Disability	-	ST	X	--	--	--
Adjust - Credit (DO NOT use unless instructed by SCO.)	+	14	X	--	--	--
Adjust - Debit (DO NOT use unless instructed by SCO.)	-	15	X	--	--	--

¹All "Use" transactions will add (instead of subtract) for Usage Only Benefits.

²If employee is on a waiting period for Vacation or Educational Leave, post a Bonus (Transaction Code = 28).

If employee is not on a waiting period, post an Accrual (Transaction Code = 10).

³Enter SSN and benefit of receiving employee.

⁴Enter SSN and benefit of donating employee.